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OFFICIAL WEBSITE:

<http://www.md.ngb.army.mil/XHTML/GuardMembers/Joint/CEA/CEA.html>

# MARYLAND NATIONAL GUARD

## Civilian Employment Assistance (CEA)

**Significant Events:**

- 29JAN10 – CEA website launched
- 19FEB10 – Career Fair at Towson University
- See MD Workforce Exchange Calendar for Employment Events

**CEA Launched**

Senior leaders within the MDNG have identified a need to assist MDNG Soldiers and Airmen with civilian employment during these tough economic times. Effective 29JAN10, a series of web pages have been created with tools, resources and networks have been created and a process is being developed to reduce attrition and improve the civilian employment of our members.

Currently my office is maintaining a website on the MD external site at: [www.md.ngb.army.mil](http://www.md.ngb.army.mil). Click on “Guard Member Services” and then “CEA” to get to the pages. I will be updating them as more resources become available and as events occur. Please do not have Soldiers report to the 5<sup>th</sup> REG for one-on-one counseling. We do not have civilian jobs or job postings here. I will only assist Soldiers if they complete my on line assistance form on my website. From there, based on their request I will contact them within 24 hours. Please watch my website for upcoming events, guidance, tools, resources and networks.

**Unemployed or Underemployed**

Did you know that the Maryland Workforce Exchange (the old unemployment office) is the best place to look for a job, post a resume and have employers look for you?

Did you know most employers only hire from the Workforce Exchange in the state of Maryland?

Did you know that veterans get preferred treatment and individualized service and counseling?

If you are unemployed or underemployed go to:

<https://mwe.dllr.state.md.us/>, create an account for yourself, set-up an appointment, take resume building classes, take job interview classes and jobs will find you. The hardest part is getting there and the good news is that there are over 35 locations across the state of Maryland.

**Your MOS and Civilian Credentials**

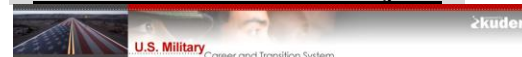
Let's be honest, just having a High School Diploma and being a member of the MDNG will not get you the job you are looking for or the career progression you want in the civilian sector. Employers seek the skills you do have though: motivated, leadership skills, punctual and so forth.

Take a couple of extra steps and make yourself more marketable and

sought after by employers by getting the credentials they are seeking. The Credentialing Opportunities On-Line (COOL) is a great way to see what certification, state license, federal license or apprenticeships are out there to put you ahead of the pack.

The COOL website is:

<https://www.cool.army.mil/>. You're closer than you think! The site will tell you what certifications are out there related to your MOS, how to pay for it using your education benefits, if promotion points are associated with the training ...

**FREE Resume Builder/E-Portfolio**

Do you want to stand out by having an on-line portfolio? Do you want to cater your resume based on jobs you are applying for?

The Army has a free web based tool for you to access at

<http://www.dantes.kuder.com/>. You will need an activation code. Please e-mail:

[brian.zdunowski@us.army.mil](mailto:brian.zdunowski@us.army.mil) and request one.

**Social Networking to Find Jobs**

<http://linkedin.com>